



BUTLER AREA SCHOOL DISTRICT

Sign up today to be a substitute teacher at the Butler Area School District!

Step 1: Complete the required application: [PA Standard Teaching Application](#)

Step 2: Gather required materials:

- Required Clearances (within 5 years old):
 - Act 151 Pennsylvania Child Abuse History: [Act 151 Application Instructions](#)
 - Act 114 FBI Federal Criminal History (must be obtained through the Department of Education): [Act 114 Application Instructions](#)
 - Act 34 Pennsylvania Criminal History: [Act 34 Application Instructions](#)
- Act 126 Mandated Reporter Training Certificate (within 5 years old): [Act 126 Instructions](#)
- Resume
- Transcripts
- Letters of Recommendation
- Copy of Pennsylvania Teaching Certificate
- Current TB Test Results (within one year old)

Step 3: Schedule an appointment with Human Resources:

Amy Shay
724.214.3108
Amy_shay@butler.k12.pa.us

What to bring to your appointment:

- Completed application
- Required materials listed above
- Acceptable Documents for I9 Completion: [I9 Acceptable Documents](#)
- Information to complete Act 168 Sexual Misconduct/Abuse Disclosure Release Form:
 - Names and address of all current employers
 - Names and addresses of all former employers that were school entities (paid positions only)
 - Names and addresses of all former employers where you had direct contact with children (paid positions only)

Substitute Teacher Compensation:

We pride ourselves in providing competitive compensation to our substitute teachers. Our substitute teacher rate is currently set at \$100.00 per day.